

## **STATEMENT OF WORK**

### **Project Title: Regulatory Harmonization in Latin American and the Caribbean**

#### **I. Background**

Most of the countries in the Americas have made important investments in the development and strengthening of public services with competence in agricultural health as well as those oriented to regulate and control food safety systems. Through them, they establish and implement policies and standards oriented to prevent the entry and spread of food borne diseases, to control those that affect food production and safety, as well as to achieve quality standards.

However, implementation of the World Trade Organization Sanitary and Phytosanitary (SPS) Agreement and the development of harmonized science-based standards still remain a major challenge in the region. Despite the importance of agriculture in their economies and the growing need to address and protect human, plant health, and animal health, few countries have been able to undertake and sustain comprehensive science-based changes in their national agricultural health and food safety services as are necessary in order to fully implement the SPS and the Trade Facilitation agreements.

For those countries, the ability to export safe products and assess the safety of imported products in terms of national and international SPS standards continues to grow in importance and requires the development of technical capacities to support the effective implementation of science-based food safety standards and policies.

Regional integration mechanisms coordinate and facilitate cooperation in the area of food safety and are increasingly linked to coordinated strategies on issues of common interest, the development of consensus positions in international arenas, and establishment of regional guidelines and regulations. Advances in science, increases in world trade, the growth of the food industry, new patterns of consumption, and the increase in emergency situations have amplified the challenges that the national food safety systems face, especially regarding the role and function of the public services that make up these systems.

Under this project, USDA/FAS will work to build the capacity of priority Latin America and Caribbean member countries to influence the development and adoption of harmonized science-based, trade-facilitating policies and regulations at the regional and local schemes.

#### **II. Project Description**

Under this agreement, IICA is partnering with USDA/FAS to support the development and adoption of harmonized science-based and trade facilitating regulatory policies by organizing specific in-country interventions and regional meetings between U.S. technical experts and in-country government delegates responsible for ensuring agricultural health and food safety standards in Latin America and the Caribbean Regions.

#### **Objectives**

IICA will work in partnership with FAS to carry out the following objectives:

- Support the harmonization of SPS regulatory systems with that of recognized international standards
- Build capacity of member countries to develop and adopt regional science- based, trade-facilitating policies
- Facilitate member countries participation in the continued market access of U.S. agricultural exports

IICA, in collaboration with FAS, will provide technical assistance to delegates through engagement in the following Activity:

**Activity 1.1 SPS Regulatory Harmonization Meeting in Santo Domingo, Dominican Republic (Spring 2024)**

IICA and FAS will work together to identify technical topics and contact country delegates from across CACU members to assist in the organization of an SPS harmonization technical assistance training that will take place in Santo Domingo, Dominican Republic. The technical assistance will further the understanding of SPS harmonization of food safety standards and regulations. Country delegates will review agenda items for the upcoming official meetings and work to develop a regional position on SPS issues.

**Proposed Timeline \***

<b>Date</b>	<b>Issue</b>	<b>Description of Activity</b>
Spring 2024	SPS Harmonization Meeting	One 4-day regional meeting in Dominican Republic: Promote dialogue and discussions to support the implementation regional position on SPS issues

\* Dates subject to change

IICA will remain in constant contact with the FAS/OCBD regarding the implementation of the activities. IICA will ensure that all information about the project will be communicated to the project leader and project coordinator. IICA will credit the FAS/OCBD as the funding source for activities. All decisions regarding implementing the project activity (venue, invitation list, and agenda) must be in consultation with FAS/OCBD.

**III. Monitoring and Evaluation**

IICA and FAS will cooperate to monitor and evaluate the activities performed to gather best practices during the life of this project. This includes, but not limited to, the submission of participant lists for trainings and the responses to inquiries from FAS program staff. FAS project management team will play a key role in project management and implementation and for assessing lessons learned and good practices.

**ATTACHMENT D  
DETAILED PROJECT BUDGETS AND BUDGET NARRATIVES**

**Project Title: Regulatory Harmonization in Latin American and the Caribbean**

**BUDGET**

<b>Item</b>	<b>Cost</b>
Air Travel	\$ 56,375
Supplies	\$ 561
Contractual	\$ 4,200
Personnel	\$ -
Other	\$ 2,500
<b>Total</b>	<b>\$ 63,636</b>
<b>Indirect 10%</b>	<b>\$ 6,364</b>
<b>Grand Total</b>	<b>\$ 70,000</b>

**I. BUDGET NARRATIVE**

**Activity 1. SPS Regulatory Harmonization Meeting in Santo Domingo, Dominican Republic (Spring 2024):**

**1. Air travel \$56,375**

- Airline tickets are provided for all selected participants in the workshops to be held in Latin American and the Caribbean. In addition, travel insurance is provided for each participant as follows: Airfare is estimated at \$750 per traveler for 25 participants = \$18,750, plus travel insurance at \$100 x 25 participants travelers = \$2,500 for a total of US \$21,250.
- The estimated expenses for participants lodging: \$192/night of USG per diem for 25 workshop participants x 4 nights = \$19,200.
- Expenses for M&IE is \$98 x 25 participants x 6.5 days (which includes 5 full days of USG per diem and 2 travel days at 75% of per diem), which totals \$15,925.

**2. Supplies \$561**

- Materials and supplies expenses will cover materials, copies, educational handouts for 25 participants @ \$25 = \$561.

**3. Contractual \$4,200**

- Two consultants will be responsible to support project implementation, consultant fees at \$500 x 2 x 3 days = \$3,000
- Room rental expenses include costs of venue meeting room, equipment, and technical support at \$400/day x 3 days = \$1,200

**4. Other: \$2,500**

- Local transportation for 25 participants at \$ 100/participant = 2500.

<b>Item</b>	<b>Cost</b>
Total Direct Cost (Activity 1):	\$ 63,636
Indirect Cost (10%):	\$ 6,364
Grand Total:	\$ 70,000

## BUDGET INFORMATION - Non-Construction Programs

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Activity 1. SPS Regulatory Harmonization Meeting in Santo Domingo, Dominican Republic (Spring 2024)		\$	\$	\$ 70,000.00	\$	\$ 70,000.00
2.						
3.						
4.						
<b>5. Totals</b>		\$	\$	\$ 70,000.00	\$	\$ 70,000.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Activity 1. SPS Regulatory Harmonization Meeting in Santo Domingo, Dominican Republic (Spring 2024)				
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel	56,375.00				56,375.00
d. Equipment					
e. Supplies	561.00				561.00
f. Contractual	4,200.00				4,200.00
g. Construction					
h. Other	2,500.00				2,500.00
i. Total Direct Charges (sum of 6a-6h)	63,636.00				\$ 63,636.00
j. Indirect Charges	6,364.00				\$ 6,364.00
k. TOTALS (sum of 6i and 6j)	\$ 70,000.00	\$	\$	\$	\$ 70,000.00
7. Program Income	\$	\$	\$	\$	\$

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**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Activity 1. SPS Regulatory Harmonization Meeting in Santo Domingo, Dominican Republic (Spring 2024)	\$	\$	\$	\$
9.					
10.	~				
11.					
12. TOTAL (sum of lines 8-11)		\$	\$	\$	\$

**SECTION D - FORECASTED CASH NEEDS**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 184,629.00			\$ 84,629.00	\$ 100,000.00
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$ 184,629.00			\$ 84,629.00	\$ 100,000.00

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b)First	(c) Second	(d) Third	(e) Fourth	
16.	Activity 1. SPS Regulatory Harmonization Meeting in Santo Domingo, Dominican Republic (Spring 2024)	\$ 0.00	\$ 70,000.00		
17.					
18.	~				
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 0.00	\$ 70,000.00		

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges: \$ 63,636	22. Indirect Charges: 6364
23. Remarks: Indirect charges=10%	